



lacounty.gov

Gloria Molina
Mark Ridley-Thomas
Zev Yaroslavsky
Don Knabe
Michael D. Antonovich

County of Los Angeles COMMUNITY AND SENIOR SERVICES

3175 West Sixth Street • Los Angeles, CA 90020
Tel: 213-738-2600 • Fax 213-487-0379

Enriching Lives Through Effective And Caring Service



css.lacounty.gov

Cynthia D. Banks
Director
Otto Solórzano
Chief Deputy

December 13, 2011

ADOPTED

BOARD OF SUPERVISORS
COUNTY OF LOS ANGELES

#15 DECEMBER 13, 2011

Sachi A. Hamai
SACHI A. HAMAI
EXECUTIVE OFFICER

The Honorable Board of Supervisors
County of Los Angeles
383 Kenneth Hahn Hall of Administration
500 West Temple Street
Los Angeles, California 90012

Dear Supervisors:

AUTHORIZATION TO ACCEPT OLDER AMERICANS ACT (OAA) TITLE V GRANT AWARDS AND APPROVAL TO EXECUTE CONTRACTS AND AMENDMENTS WITH THE CALIFORNIA DEPARTMENT OF AGING (CDA) FOR THE PROVISION OF SENIOR COMMUNITY SERVICES EMPLOYMENT PROGRAM (SCSEP) SERVICES

SUBJECT

This Board letter requests confirmation to accept Older Americans Act (OAA) Title V funding for the Senior Community Services Employment Program (SCSEP) contract executed between the California Department of Aging (CDA) and the County of Los Angeles. This program provides part-time work training opportunities at local community service agencies for older workers who have poor employment prospects. The program also offers a variety of supportive services and job placement assistance services, including assistance with the transition of individuals to unsubsidized employment.

IT IS RECOMMENDED THAT YOUR BOARD:

1. Confirm delegated authority granted by your Board on May 12, 2009 for the Director of CSS, or designee, from the Los Angeles County Area Agency on Aging (AAA), Planning and Service Area (PSA) 19, to accept OAA Title V, grant awards and any additional funding from the CDA for each year of the funding period July 1, 2009 through June 30, 2013, under the following required CDA contract numbers for each corresponding fiscal year: TV-0910-19, TV-1011-19, TV-1112-19, TV-1213-19.
2. Confirm delegated authority granted by your Board on May 12, 2009 for the Director of CSS, or designee, to execute annual contracts and all contract amendments with the CDA required for acceptance of these funds, during the funding period, provided that: 1) the referenced CDA contract numbers do not change during the funding period, and 2) the Director of CSS, or designee, notifies

your Board and the Chief Executive Officer (CEO) in writing within ten work days of accepting the funding.

PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION

On May 12, 2009, your Board approved delegated authority to the Director of CSS, or designee, to accept Title V SCSEP grant funding and additional Title V funding from the CDA for the four year period of FY 2009-10 through FY 2012-13, and to execute contracts and contract amendments with the CDA for acceptance of these funds.

This Board letter confirms the prior delegated authority and includes identification of the required CDA contract agreement numbers (TV-1011-19, TV-1112-19, and TV-1213-19) for the last three years of the contract term ending on June 30, 2013. These CDA contract numbers were inadvertently omitted from the May 12, 2009 Board letter.

The recommended actions will enable CSS to continue its administration of the SCSEP through FY 2012-13. This program provides part-time work training opportunities at local community service agencies for older workers who have poor employment prospects and assists with the transition of individuals to unsubsidized employment. Further, the program provides a variety of supportive services and job placement assistance such as job-related counseling, job development, job search, job club, and job referrals. The CDA requires the department submit a budget for Title V programs annually.

Performance Measures

The success of the SCSEP will be determined based on performance measures which align with State mandated requirements.

Implementation of Strategic Plan Goals

The recommended actions support the County's Strategic Plan Goals: #2 Children, Family and Adult Well-Being and Goal #3 Community and Municipal Services.

FISCAL IMPACT/FINANCING

The cost of the SCSEP in FY 2011-12 is estimated at \$1,942,000. There is no impact on the County general funds, as the SCSEP is fully financed by OAA Title V funding that includes funding for administrative and program costs. Funding for the SCSEP has been included in the department's FY 2011-12 Adopted Budget.

FACTS AND PROVISIONS/LEGAL REQUIREMENTS

Los Angeles County is a designated Area Agency on Aging (AAA). The CDA allocates funding to the County for the administration of senior employment programs.

The CDA issues annual contracts and amendments required for acceptance of these funds during the funding period. The CDA requires that the corresponding contract numbers be included in any Board resolution concerning the contracts. These numbers were inadvertently omitted from the

original adopted Board letter dated May 12, 2009. While your Board has already delegated authority to CSS to accept Title V funds, the CDA wants the authority linked to specific contracts executed between the CDA and CSS. Therefore, this board letter is simply confirming the delegated authority, also referencing the required contract numbers.

The program is operated by CSS using community-based host agencies as training sites. Participants are recruited at WorkSource Centers and Senior Centers in all Supervisorial Districts by Title V administrative staff. Training and supervision is provided by the host agencies. CSS has a Memorandum of Understanding with the host agencies to provide training, supervision, and a safe working environment to program participants. The selection of host agencies is based on their ability to provide useful training that leads to unsubsidized job placement.

Monitoring of host agencies and training site participants is conducted by Title V program monitors. The program monitors, through site visits and interviews with the participants and training site supervisors, evaluate and report monthly, and/or as needed, on the training progress of each participant. The salaries and wages of all participants assigned to the host agencies are paid through the department. Currently, there are approximately 130 agencies under agreement with CSS to provide SCSEP services to the target population.

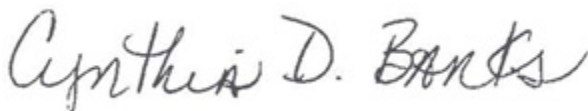
IMPACT ON CURRENT SERVICES (OR PROJECTS)

The recommended actions will assure the continuation of subsidized on-the-job training services to SCSEP participants.

CONCLUSION

Upon Board approval, please provide a copy of the adopted Board letter to Ms. Sonja Ivey-Rojas, CSS, 3175 West Sixth Street, Room 403, Los Angeles, CA, 90020 or via E-mail at: siveyrojas@css.lacounty.gov. Ms. Ivey-Rojas can be reached by telephone at (213) 351-8917.

Respectfully submitted,



CYNTHIA D. BANKS

Director

CDB:sir

c: Chief Executive Officer
County Counsel
Executive Officer, Board of Supervisors